

NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

**Office of Education
Educational Partnership Program**

Undergraduate Scholarship Program

2007

**APPLICATION
MATERIAL**



<http://epp.noaa.gov>

**DEADLINE FOR APPLICATIONS HAS BEEN EXTENDED TO
WEDNESDAY, FEBRUARY 28, 2007, 5:00 p.m.**

I PROGRAM OBJECTIVE

The National Oceanic and Atmospheric Administration (NOAA) Educational Partnership Program (EPP) with Minority Serving Institutions (MSIs) is designed to provide financial assistance to minority serving academic institutions to support collaborative research and training of students in NOAA-related sciences through competitive processes. The program's goal is to increase the number of students who are trained and graduate in sciences directly related to NOAA's mission. It also seeks to increase collaborative research efforts between NOAA scientists and researchers at minority serving academic institutions, as defined by the Department of Education. Financial assistance is provided through four program components, they include: the Cooperative Science Centers; the Environmental Entrepreneurship Program; the Graduate Sciences Program; and, the Undergraduate Scholarship Program.

NOAA's Educational Partnership Program (EPP) with Minority Serving Institutions (MSIs) **Undergraduate Scholarship Program** offers an opportunity for raising juniors attending minority serving institutions to study in disciplines directly related to and in support of NOAA's mission. Appointments will be made to students attending MSIs, including Hispanic Serving Institutions (HSIs), Historically Black Colleges and Universities (HBCUs), Tribal Colleges and Universities (TCUs), and Alaska Native or Native Hawaiian Serving Institutions at approved NOAA offices and facilities.

The NOAA EPP/MSI Undergraduate Scholarship is aimed at bringing students into approved NOAA offices and facilities, to participate in current research and development activities and to receive financial assistance for tuition and fee costs for two academic years and two summers. The program will also link NOAA's technologies with the capabilities of the academic community. Under the program, undergraduate students are provided opportunities for hands-on learning and participation at NOAA facilities. The scholarship offers two paid summer internship opportunities where the students work with NOAA scientist on on-going research problems and/or new research projects to get a sense of environmental applications of their fields of study (i.e., mathematics, physics, electrical engineering, biology, chemistry, computer science, etc.).

II ELIGIBILITY REQUIREMENTS

1. Applicants must be enrolled full-time at a minority serving institution, including HSIs, HBCUs, TCUs, and Alaska Native or Native Hawaiian Serving Institutions.
2. Applicants must have completed their sophomore class requirements prior to beginning an appointment.
3. Applicants must be pursuing studies in one of the following subject areas: atmospheric science, biology, cartography, chemistry, computer science, engineering, environmental science, geodesy, geography, marine science, mathematics, meteorology, photogrammetry, physical science, physics and remote sensing.
4. Overall minimum GPA requirement is 3.0 (based on A = 4.0).
5. U.S. citizenship is required.
6. Participants are required to provide proof of coverage under a health insurance plan **prior** to beginning an appointment.

III PROGRAM BENEFITS

Summer Internships --- Scholars must identify and select a NOAA office or site for two 10-week paid summer internships.

Scholarship payments --- Scholars receive \$650/week during the summer internship periods.

Travel --- NOAA pays for scholar's travel costs to and from the NOAA site or office. Travel expenses from the applicant's home or school to the host facility or office for the internship(s) will be provided.

Tuition/Fee Assistance --- A maximum of \$4,000 per academic year is provided to each scholar to cover the costs of actual tuition and fees and other allowable expenses (i.e., books, meals, supplies, etc) approved by NOAA providing the scholar maintains at least a 3.0 G.P.A. each semester/quarter and overall.

Housing Subsidy --- Scholars receive a housing allowance only if they do not live at "home" during the summer internships.

IV APPOINTMENT PERIOD

Appointments will be for two academic years and two summer internships. Summer internship appointments will be for a 10 week period. All appointments are subject to the availability of funds, student performance, G.P.A. requirement, and course of study, and may be terminated if the conditions of the appointment are not met.

V APPLICATION PROCEDURE

A student interested in the NOAA EPP/MSI Undergraduate Scholarship should contact NOAA/EPP for general information and an application packet. The completed application and supporting materials must be submitted directly to NOAA/EPP by January 31, 2006.

An applicant must submit the following for consideration: a completed application form including past/current/planned course work; grade point average information; awards and honors; extracurricular activities; references (minimum of two), letter of endorsement from department chair or dean, career and academic statement, and transcripts of the applicant's complete academic record.

Applications are received, processed, and reviewed by NOAA for eligibility and completeness. All eligible applications are rated and ranked through a review process which includes qualified scientific and academic personnel who are knowledgeable in the areas of study related to NOAA's mission.

VI SELECTION PROCEDURE

The final selection of scholars is made by NOAA, and is based on background and experience; accomplishments; academic records; statement of career interests and goals; recommendations; compatibility of the applicant's background with the interests of NOAA. Successful scholars will be notified of selections by March 2, 2007.

COMPLETING THE USP APPLICATION

An application, including official transcripts and references, will be reproduced by NOAA and submitted to a review panel for selection recommendation.

We recommend you review additional information about NOAA on the NOAA Home Page at <http://www.noaa.gov>.

A complete application consists of the following parts. Please note the maximum percentage assigned to each section:

Application Form: Part I – Applicant Information Form, two pages, 40%
 Part II – Courses and Grades Pertaining to Your Major, 20%
 Part III – Description of Research Interests and Career Plans (2 pages), 25%
 Two References: Academic references required, 15%
 Official transcripts from **all** universities and colleges attended

1. Complete all information requested on Parts I, II, and III. Incomplete applications will be not be considered.
2. Sign Parts I and II. This is required; an application without a signature will not be considered.
3. Send Parts I, II, and III of the application to the address below. The applicant Data Form is optional.
4. Request official transcripts from ALL institutions of higher education attended to be sent directly to the address below.
5. Arrange for references to be sent to the address below. Two references are required; at least one of these must be **academic and one from a major professor or department chairperson**.

Application, official transcripts, and reference forms should be sent directly to:

**Chantell Haskins
NOAA EPP/MSI Undergraduate Scholarship Program
1315 East West Highway
SSMC3, Room 10703
Silver Spring, MD 20910**

Phone: (301) 713-9437 Fax: (301) 713-9465 E-mail: StudentScholarshipPrograms@noaa.gov

NOAA EPP/MSI UNDERGRADUATE SCHOLARSHIP PROGRAM

2007 APPLICATION CHECKSHEET

This checklist is provided to assist applicants in accurately completing the application.	√
The application form must be typed.	
I have provided an address at which I may be reached during the Spring 2006 semester. I have included a cellular telephone number.	
I have requested transcripts to be sent to NOAA/EPP from each college or university attended.	
The undergraduate cumulative GPA listed is a GPA from ALL undergraduate universities attended.	
I have listed all previous universities attended including dates. .	
have listed academic awards and honors.	
I have listed previous employment experience with position title.	
I have listed special computer skills.	
I have signed the application.	
I have listed the courses and grades received pertaining to my major.	
I have included a 2 page essay describing my academic and career plans and they support NOAA's mission. I have identified the NOAA Line Office that I am interested in and why.	
I have listed 2 individuals (one being academic advisor and/or department chair) in the references section of the application and I have given those individuals the reference forms to fill out and return to NOAA/EPP. I understand that if these reference forms are not received by the application deadline, my application will be considered incomplete and I will not be considered for the undergraduate internship.	

NOAA EPP/MSI Undergraduate Scholarship
Part I, Page 1

APPLICANT INFORMATION FORM (Please type)

My application may be reviewed by other similar programs. () Yes () No

Name _____ **SSN** _____
First Middle Last

Preferred Mailing Address _____
Street Name, Apartment Number, or P.O. Box

City State Zip

Permanent Address _____
Street Name, Apartment Number, or P.O. Box

City State Zip

Current Phone _____ **Permanent Phone** _____

Fax Number _____ **E-mail Address** _____

Citizenship U.S. Citizen () Yes () No

Health Insurance (required for summer internship appointments)

Company Name _____ Effective Date _____

Current University _____

City/State _____ Expected Graduation Date _____

Department _____ Major _____

Cumulative GPA (4.0 scale) _____

Current Class Status

() Sophomore () Junior

References – two persons who have been asked to transmit references directly to NOAA/EPP

1. _____ 2. _____

NOAA EPP/MSI Undergraduate Scholarship Program
Part I, Page 2

Education – list all previous colleges/universities attended

College/University	Major	Dates Attended	Degree Program	Degree Date

Academic Awards and Honors

Employment/Experience (paid or unpaid)

Employer	Dates	Position/Title

Special Skills-Computer Languages: list & rate your proficiency in each as good, very good, or expert

Computer Language	Proficiency		Computer Language	Proficiency

Signature _____ Date _____

APPLICATION WILL NOT BE ACCEPTED WITHOUT A SIGNATURE

**NOAA EPP/MSI Undergraduate Scholarship
Part II**

COURSES AND GRADES PERTAINING TO YOUR MAJOR

This form does not replace the college transcript, which is also required.

List all courses pertaining to your major.

Name _____

Course Number	Course Name	Credit Hours	Grade
Completed Courses			
Current Courses			

I certify that, to the best of my knowledge, the above courses and grades are complete and correct.

Signature _____ Date _____

APPLICATION WILL NOT BE ACCEPTED WITHOUT A SIGNATURE

**NOAA EPP/MSI Undergraduate Scholarship
Part III**

DESCRIPTION OF ACADEMIC AND CAREER PLANS (minimum 2 pages typed)

Please type

Name _____

2. Description of Academic and Career Plans and how these plans support NOAA'S mission.
Identify the NOAA Line Office that you believe that your skills would be best utilized and why.

**NOAA EPP/MSI Undergraduate Scholarship
Part III**

DESCRIPTION OF ACADEMIC AND CAREER PLANS (Continued)

Please type

Name _____

3. Description of Academic and Career Plans and how these plans support the objective of the NOAA EEP/MSI Undergraduate Scholarship (Continued).

NOAA EPP/MSI Undergraduate Scholarship
Attention: Chantell Haskins

REFERENCE FORM

Applicant Name _____

How long and in what association have you known this applicant? _____

In a group of 100 other students of comparable age and experience, how would you rate the applicant with respect to the following:

	Below Average	Average	Above Average	Outstanding	Superior	Inadequate Observation
Imagination and Originality of Thought						
Ability to Work with Others						
Leadership Potential						
Independence and Self-Reliance						
Mastery of Fundamental Knowledge in Field						
Motivation Toward a Productive Career						
Ability to Communicate (Written/Oral)						

Add any descriptive comments that will assist in providing a complete picture of the applicant's character, attitude, abilities, and potential. Focus on NOAA related fields/subjects. Use additional sheets as necessary.

Signature _____ Dept. _____

Typed/Printed Name _____ Date _____

Address _____

Return to: Chantell Haskins, NOAA/EPP, 1315 East West Hwy, Silver Spring, MD 20910
Phone: (301) 713-9437 Fax: (301) 713-9465

NOAA EPP/MSI Undergraduate Scholarship
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APPLICANT DATA

(Optional)

Applicant data is important in assessing the effectiveness of our efforts to solicit applications from a diverse population. Your completion and submission of this form will assist use in this regard, however, your failure to do so will not affect our decision regarding your application. We appreciate your cooperation:

RACE

- ☐ Caucasian (Having origins in any one of the original peoples of Europe, North Africa, or the Middle East)
- ☐ African American (Having origins in any of the Black peoples of Africa)
- ☐ Hispanic (Of Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture of origin, regardless of race)
- ☐ American Indian (Having origins in any of the original peoples of North America, and maintaining cultural identification through tribal affiliation or community recognition)
- ☐ Asian or Pacific Islander (Having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Island - for example, India, China, Japan, Koreas, Philippine Islands, and Samona)

SEX ☐ Female ☐ Male **BIRTHDATE**

Month/Day/Year

Physical/Mental handicap (physical or mental impairment that substantially limits one or more major life activities - for example, blindness, deafness, or mobility impairment): ☐ Yes ☐ No